



## **Introduction**

Equality North East (ENE) takes the privacy of the data they hold seriously. We have implemented this policy to ensure you know what data we collect from you, how we use it and how we keep it safe.

## **Security**

The data we collect from the Equality North East website is retained in its database which is only accessible by ENE, our website hosts Netpresto and our website designers, Presence Multi Media. To access the information users must have a username and password.

## **Data Retention**

The information obtained through ConNEcting for Change section of the website is used for E-Newsletters, statistics and notifying you of potential training and event opportunities currently and will not be used for any other reason. The information obtained in members section on the main website is used only for statistics and for members to access the 'Info on the Law' section. Again, this will not be used for any other reason. We have implemented suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online. This ensures no unauthorized access to the data we hold on you and that it is secure.

ENE does not use cookies. However, we do have many links to other website's and are not responsible for their content or data collected by those websites.

ENE will not transfer your personal data internationally, use your data for automatic profiling or share your details with any other third party.

## **Your Rights**

The Data Protection Act 2018 offers the following main rights to individuals:

- The right of access
- The right to have inaccuracies corrected
- The right to have your information erased
- The right to prevent direct marketing
- The right to prevent automated decision making and profiling
- The right to data portability

You have the right to see what information ENE holds about you (a 'subject access request') and to ask for the information to be amended if incorrect. To make this request please email [info@equality-ne.co.uk](mailto:info@equality-ne.co.uk). Your request will be forwarded to the relevant person in the organisation and will be acknowledged.

Your request will be carried out within one month unless there is good reason for this not to be possible. In this event we will contact you and explain why we cannot carry out your request within one month.

You have the right to withdraw your consent for us to use your personal data at any time. If you wish to withdraw your consent, please email [info@equality-ne.co.uk](mailto:info@equality-ne.co.uk). Your request will be forwarded to the relevant person in the organisation and will be acknowledged.

Your request will be carried out within one month unless there is good reason for this not to be possible. In this event we will contact you and explain why we cannot carry out your request.

When making a 'Subject Access Request' or withdrawing consent, we may need to ask you to identify yourself to ensure the personal data you are contacting us about belongs to you.

If you have any questions about this policy, please contact the Data Protection Officer on [dpo@gateshead.ac.uk](mailto:dpo@gateshead.ac.uk).

You have the right to complain to the Information Commissioner's Office (ICO). [ico.org.uk/make-a-complaint/](https://ico.org.uk/make-a-complaint/) Tel: 0303 123 1113.